
TIGARD CITY COUNCIL
MEETING
OCTOBER 12, 2004 6:30 p.m.
TIGARD CITY HALL
13125 SW HALL BLVD
TIGARD, OR 97223



PUBLIC NOTICE:

Anyone wishing to speak on an agenda item should sign on the appropriate sign-up sheet(s). If no sheet is available, ask to be recognized by the Mayor at the beginning of that agenda item. Visitor's Agenda items are asked to be two minutes or less. Longer matters can be set for a future Agenda by contacting either the Mayor or the City Manager.

Times noted are estimated; it is recommended that persons interested in testifying be present by 7:15 p.m. to sign in on the testimony sign-in sheet. Business agenda items can be heard in any order after 7:30 p.m.

Assistive Listening Devices are available for persons with impaired hearing and should be scheduled for Council meetings by noon on the Monday prior to the Council meeting. Please call 503-639-4171, ext. 2410 (voice) or 503-684-2772 (TDD - Telecommunications Devices for the Deaf).

Upon request, the City will also endeavor to arrange for the following services:

- Qualified sign language interpreters for persons with speech or hearing impairments; and
- Qualified bilingual interpreters.

Since these services must be scheduled with outside service providers, it is important to allow as much lead time as possible. Please notify the City of your need by 5:00 p.m. on the Thursday preceding the meeting by calling: 503-639-4171, ext. 2410 (voice) or 503-684-2772 (TDD - Telecommunications Devices for the Deaf).

SEE ATTACHED AGENDA

A G E N D A
TIGARD CITY COUNCIL MEETING
OCTOBER 12, 2004

6:30 PM

- **STUDY SESSION**

EXECUTIVE SESSION: The Tigard City Council will go into Executive Session to discuss real property transaction negotiations under ORS 192.660(2)(e). All discussions are confidential and those present may disclose nothing from the Session. Representatives of the news media are allowed to attend Executive Sessions, as provided by ORS 192.660(4), but must not disclose any information discussed. No Executive Session may be held for the purpose of taking any final action or making any final decision. Executive Sessions are closed to the public.

7:30 PM

1. **BUSINESS MEETING**
 - 1.1 Call to Order - City Council & Local Contract Review Board
 - 1.2 Roll Call
 - 1.3 Pledge of Allegiance
 - 1.4 Council Communications & Liaison Reports
 - 1.5 Call to Council and Staff for Non-Agenda Items
2. **VISITOR'S AGENDA (Two Minutes or Less, Please)**
 - Tigard High School Student Envoy Nikki Pham
 - Dan Murphy from the Tigard Area Chamber of Commerce
3. **CONSENT AGENDA:** These items are considered to be routine and may be enacted in one motion without separate discussion. Anyone may request that an item be removed by motion for discussion and separate action. Motion to:
 - 3.1 Approve Council Minutes for September 14, 2004
 - 3.2 Receive and File
 - a. Council Calendar
 - b. Tentative Agenda
 - 3.3 Authorize the Submission of a CDBG Grant Application: Resolution No. 04-__
 - 3.4 Approve Budget Amendment #2 To The FY 2004-05 Budget To Accept And Expend US Department Of Justice Grant Funds For The "Dare To Be Great" Summer Camps: Resolution No. 04-_____

- Consent Agenda - Items Removed for Separate Discussion: Any items requested to be removed from the Consent Agenda for separate discussion will be considered immediately after the Council has voted on those items which do not need discussion.
4. DISCUSSION OF BULL MOUNTAIN RESOLUTIONS TO CONFIRM THE CITY COUNCIL'S COMMITMENTS THAT WOULD OCCUR UPON ANNEXATION
 - a. Staff Report: Administration
 - b. Council Discussion
 5. DISTINGUISHED BUDGET AWARD
 - a. Staff Report: Craig Prosser, Finance
 - b. Council Discussion
 6. LIBRARY OPERATIONS UPDATE
 - a. Staff Report: Margaret Barnes, Library
 - b. Council Discussion
 7. TUALATIN RIVER TRAIL EASEMENT & PEDESTRIAN BRIDGE UPDATE
 - a. Staff Report: Duane Roberts, Community Development, Dan Plaza, Public Works
 - b. Council Discussion
 8. CONTIGUOUS ANNEXATION
 - a. Staff Report: Jim Hendryx, Community Development
 - b. Council Discussion
 9. CONSIDERATION OF A POLICY TO ESTABLISH A RESIDENTIAL SERVICE AGENCY EMERGENCY FUND
 - a. Staff Report: Liz Newton, City Administration
 - b. Council Discussion
 - c. Council Consideration: Resolution No. 04-_____
 10. COUNCIL LIAISON REPORTS
 11. NON AGENDA ITEMS
 12. ADJOURNMENT

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COUNCIL MINUTES
TIGARD CITY COUNCIL MEETING
September 14, 2004

The meeting was called to order at 6:30 p.m. by Mayor Dirksen.

Council Present: Mayor Dirksen, Councilors Moore, Sherwood, Wilson. Councilor Woodruff was excused.

- EXECUTIVE SESSION: The Tigard City Council went into Executive Session at 6:31 p.m. to discuss pending litigation under ORS 192.660(2) (h).

Executive Session concluded at 7:04 p.m.

- STUDY SESSION

- > FIELD OF DREAM AUCTION 2004

City Manager Bill Monahan noted information about this event is included in the agenda packet. Councilors are invited to participate by donating an item or items for the auction.

- > CORRECTIONS TO JULY 27 AND AUGUST 10 MEETING MINUTES

Deputy City Recorder Jane McGarvin noted the changes were to designate exhibit numbers that had been omitted in the minutes. She noted Sally Harding has indicated her statement on page 20 of July 27 minutes was incorrect. Beginning on line 6 of her statement, it should be changed as follows:

"Ms. Harding noted her taxes have gone up substantially since annexation occurred. The tax assessed value is way out of line with the appraised value by \$20,000 plus, both in 2000 and 2002."

The Council concurred to make the changes during the Business Meeting.

- > RIBBON CUTTING AT BONITA VILLAS

Mr. Monahan noted receipt of an invitation from Washington County Department of Housing Services to the ribbon cutting at Bonita Villas on Thursday, October 21 at 10 a.m.

- > ADMINISTRATIVE ITEMS

- Calendar Review
 - a) September 14, City Council Business Meeting
 - b) September 15, Candidate Orientation at Town Hall, 6 p.m.
 - c) September 18, Tigard Blast/Citizen Fair, Parade staging at 9:30 a.m.
 - d) September 21, City Council Workshop Meeting
 - e) September 28, City Council Business Meeting
 - f) September 29, Lunch at TVF & R Station 51, Noon

➤ **PRELIMINARY DISCUSSION ABOUT CONTIGUOUS ANNEXATION PROCESS**

Community Development Director Jim Hendryx explained this item will be discussed at the Council Workshop Meeting on September 21 and the presentation tonight would be a brief overview of the proposal. Based on current policies and practices, property is being developed outside the City. As a result, the City does not collect park SDC's and is losing revenue. There is a comprehensive plan component which proposes logical boundaries be maintained in the City.

Mr. Hendryx explained as development occurs within the urban services area, Council has directed that the owners be required to either sign a consent to annex if they are immediately adjacent to the City Limits, or if they are located in the urban service area not adjacent to the City, to sign a Waiver to Consent to Annex. Those waivers are good for an indefinite period of time. Some areas with signed waivers are located quite a distance from the existing City Limits, including Bella Vista and Tuscan Subdivisions; other properties are immediately adjacent to the City Limits. Other areas could be immediately adjacent if other properties annex. Developments immediately adjacent to the City are required to be annexed upon development. The Alberta Rider development included a condition for approval that the property be annexed prior to development. The Barbara Summit subdivision is going through the land use process and will include the condition that annexation occurs as part of their development approval. Summit Ridge is not adjacent to the City but is separated by other properties. There are other properties in various stages of development. Some projects are not deemed complete yet, meaning the City has not accepted it yet.

Mr. Monahan asked if "deemed complete" means someone coming in to ask questions. Summit Ridge is development as dirt is being moved around; Alberta Rider on the other hand is close to be freed up to begin design.

Mr. Hendryx explained that with regard to the Alberta Rider School, that would mean prior to obtaining building permits or final occupancy. With subdivisions, "deemed complete" means prior to final plan approval. Council's policy has been not to proceed with island annexations. There are islands on Fern Street. He also noted some islands will be created when other properties are annexed. Council also has to be cognizant of the Bull Mountain Annexation which is going to a vote in November. In total, there are approximately 250 subdivision lots involved, which were pointed out. This will continue to be dependent on the Washington County Commissioners, and whether the Commissioners imposes an interim parks system development charge regardless of whether property is located inside or outside the city, which could have an impact on Tigard. He explained he is not asking for direction at this time, but just wanted to give Council a little explanation before they look at next week's packet. He showed another map which showed locations of property where Consent to Annex Waivers have been received as well as where Petitions to Annex are pending.

Mr. Hendryx explained until recently, Waivers of Consent to Annex were only good for one year. The law was recently changed that if a city provides services to a development, the waivers essentially are contracts for services with the City and there is no timeline that the property has to be annexed by. What occurs now is when an owner signs a Waiver of Remonstrance, they agree to annex without objection and also waive the one-year limitation. The Waivers of Remonstrance are recorded with the County.

Mr. Hendryx noted he will go over this in more detail at next week's Workshop meeting. Based on the direction Council gives, staff will proceed. He noted that effective dates of annexations cannot be effective between 60 days prior and 1 day after an election. SDC's are collected at the time building permits are issued, which is why this is important. Sometimes it takes a while to get documents recorded, where the City would lose some building permits, but hopefully not all of them. The School District will pay system development charges for Alberta Rider School are based on the number of employees.

Mr. Monahan asked Mr. Hendryx to talk about the double majority process. Mr. Hendryx explained under State law, under double majority, cities can require additional property be annexed if there is a majority of the voters and the majority of the property consenting to the annexation. As an example, if two properties request to be annexed, an additional property could be brought in regardless of whether they consent or not. It gets even more complicated and confusing when there are electors living on the property.

Mr. Monahan explained there are more options outlined in Mr. Hendryx's memo that is part of next week's agenda packet.

Mr. Hendryx explained that with 240 lots being proposed in various subdivisions, the park SDC's range between \$1,500 to \$1,700 a house, which adds up to a lot of SDC fees that could be lost.

Councilor Wilson asked what is intent of the discussion next week. Mr. Hendryx responded that the intent is to remind Council of its policy and asking whether Council wants to proceed with annexation regardless of the vote at the November election, or did Council want staff to be more aggressive and use the double majority to bring in more properties. That has been the policy, with the exception of the Bonneville Power Lines and Pacific Crest area annexation.

Mr. Monahan noted this really needs to be clarified, particularly when annexation will create an island. Mr. Hendryx explained that with the various developments surrounding the properties where an island or islands will be created as a result of the annexation, staff sends out letters to surrounding property owners explaining that an annexation petition has been received and asking if they want to be included in the annexation.

Study session recessed at 7:23 p.m.

1. BUSINESS MEETING

- 1.1 Mayor Dirksen called the Council and Local Contract Review Board Meeting to order at 7:32 p.m.
- 1.2 Roll Call: Mayor Dirksen, Councilors Moore, Sherwood, Wilson and Woodruff were present
- 1.3 Pledge of Allegiance
- 1.4 Council Communications & Liaison Reports

Mayor Dirksen noted on Agenda Item No. 9, the appellant has withdrawn their appeal, therefore, no hearing will be held.

City Manager Monahan noted it is the Planning's Staff's understanding is that the School District will request a Minor Modification to their approved Conditional Use (CUP 2003-00012) for the school. If a Minor Modification is requested, a hearing will not be required as they are approvable as a staff decision. Anyone interested in this matter should contact Morgan Tracy, the staff liaison, on this application.

Councilor Wilson noted he has a report about Goal 5 meetings.

- 1.5 Call to Council and Staff for Non-Agenda Items

2. PROCLAMATIONS

- 2.1 Proclaim Constitution Week
- 2.2 Proclaim October as Disability Employment Awareness Month
- 2.3 Proclaim September as National Alcohol and Drug Addiction Recovery Month

Mayor Dirksen asked if there was any objection to his signing the Proclamations. Hearing none, he indicated he would sign and issue the three proclamations.

3. VISITOR'S AGENDA

- Nikki Pham, Tigard High School Student Envoy, told the Council about various activities and information related to the high school. Ms. Pham distributed a handout (Agenda Item No. 2, Exhibit 1), which is on file in the City Recorder's office.
- Chamber President Dan Murphy updated the Council on Tigard Area Chamber of Commerce activities.
- Sue Beilke, 11755 SW 114th, Tigard, discussed the outcome of the Parks Survey and urged the Council to use funds from the Parks SDC's to acquire open space along Ask Creek.

Mr. Monahan noted the Parks Survey will be an item for discussion at next week's Council Workshop meeting.

4. CONSENT AGENDA: Motion by Councilor Sherwood, seconded by Councilor Wilson, to adopt the Consent Agenda as follows:

- 4.1 Approve Council Minutes for April 5, 2004 (Tualatin City Council and Tigard/Tualatin School District #23J Joint Meeting) and August 10, 2004 as corrected
- 4.2 Receive and File:
 - a. Council Calendar
 - b. Tentative Agenda
- 4.3 Local Contract Review Board:
 - a. Award Contract for Storm Drainage and Sanitary Sewer Rehabilitation Program
 - b. Award Contract for Citywide Janitorial Services to Tualatin Valley Workshop

- 4.4 Resolution 04-65, A RESOLUTION OF THE TIGARD CITY COUNCIL APPOINTING SUSAN YSILADA TO THE BUDGET COMMITTEE
- 4.5 Resolution 04-66, A RESOLUTION OF THE TIGARD CITY COUNCIL APPROVING A PERSONAL SERVICE AGREEMENT WITH BRUCE A. LIEBOWITZ, PRO TEM MUNICIPAL COURT JUDGE

The motion was approved by a unanimous vote:

Mayor Dirksen	-	Yes
Councilor Moore	-	Yes
Councilor Sherwood	-	Yes
Councilor Wilson	-	Yes

4.1b Approve Council Minutes for July 27, 2004 as corrected

Deputy City Recorder Jane McGarvin noted Sally Harding has indicated her statement on page 20 of July 27 minutes was incorrect. Beginning on line 6 of her statement, it should be changed as follows:

"Ms. Harding noted her taxes have gone up substantially since annexation occurred. The tax assessed value is way out of line with the appraised value by \$20,000 plus, both in 2000 and 2002."

Upon motion of Councilor Wilson, seconded by Councilor Sherwood, to approve the Minutes of July 27, 2004 as corrected.

The motion was approved by a unanimous vote:

Mayor Dirksen	-	Yes
Councilor Moore	-	Yes
Councilor Sherwood	-	Yes
Councilor Wilson	-	Yes

5. INVITATION TO TIGARD BLAST/CITIZEN FAIR

Mayor Dirksen invited the citizens of Tigard and surrounding areas to attend the Tigard Blast and Citizen Fair on Saturday, September 18.

6. INFORMATION AND PRESENTATION – BUSINESS ENERGY TAX CREDIT

Library Director Margaret Barnes explained this program is operated by the Oregon Department of Energy, primarily for commercial buildings as a tax credit. As a public entity, the City of Tigard can identify a business partner who would act as the City's pass-through partner. From the very beginning, the City wanted to find ways for the

building to be energy efficient, to conserve energy, and to be responsible in terms of energy consumption. By working with Engineering and Finance staff, Hoffman Construction and the project manager, the project was certified by the State that the building qualified for this tax credit. She then introduced Eric Hoffman, Operations Manager of Hoffman Construction, to explain various components accomplished during the construction phase.

Mr. Hoffman explained this is an investment by the community and a decision by the team to make an investment in energy saving opportunities. With the efforts of the entire design team, this project contained additional cost measures that were part of the construction costs, totaling about \$230,000 of additional investment, all with an eye on energy savings. These included using more efficient heating systems, special lighting systems that take advantage of daylight, and special services for reflective lighting. The energy savings for this project will actually be 28% higher than what would have been achieved other. This figure translates to approximately \$16,000 a year in savings. The payback time, while a little long, is 14.2 years. Part of the incentive program from the State of Oregon is that Hoffman Construction agreed to be Tigard's business partner. He presented a check to Mayor Dirksen in the amount of \$59,022 which represents their share of the savings. Mr. Hoffman noted this money will save four years of the payback program.

Ms. Barnes commended Mr. Hoffman, Dan and Dirk from Hoffman Construction, and all the men and women who worked on the project. Hoffman's safety record was phenomenal and they were a great team to work with.

7. ACKNOWLEDGE ACHIEVEMENTS AND DISBAND THE NEW LIBRARY RESOURCE TEAM

Ms. Barnes indicated when this project began four years ago, the New Library Construction Team was formed and worked to get the bond measure approved. After the bond measure passed in 2002, the team was recreated as the New Library Resource Team. The group of ten citizens worked diligently with the designers to come up with the building designs, placement on the property, and was quite concerned about being environmentally responsive and fiscally prudent. She noted that of the 10 members, Brian Douglas, Curtis Tigard, George Burgess and Kathy Sleeper were present tonight.

Mayor Dirksen noted his and the Council's appreciation for the teams work, and recognized this was a wonderful, broad based project.

Mr. Monahan noted the other members of the team who were not present were Sue Carver, David Chapman, Elaine Heras, Lonn Hoklin, Sharon Maroney and Joyce Patton.

A motion was made by Councilor Sherwood, seconded by Councilor Moore, TO APPROVE RESOLUTION 04-67, A RESOLUTION TO ACKNOWLEDGE COMPLETION OF THE NEW LIBRARY RESOURCE TEAM, TO THANK MEMBERS FOR THEIR PARTICIPATION AND TO TERMINATE THE RESOURCE TEAM.

The motion was approved by a unanimous vote:

Mayor Dirksen	-	Yes
Councilor Moore	-	Yes
Councilor Sherwood	-	Yes
Councilor Wilson	-	Yes

8. CONSIDER AN ORDINANCE AMENDMENT THE TIGARD MUNICIPAL CODE, TITLE 14 – BUILDINGS AND CONSTRUCTION

Gary Lampella, Building Official, presented the staff report. He explained the proposal ordinance changes Tigard Municipal Code 14.04 and 14.06. The State of Oregon is replacing the present Uniform Building Code with the International Building Code effective October 1, 2004. There has been a concerted effort to standardize and coordinate codes through the United States and there are only two states yet to adopt some form of the International Codes.

Mayor Dirksen noted Council recently held a workshop meeting concerning this. He asked Mr. Lampella to explain what the changes are.

Mr. Lampella explained the first change is that Tigard had adopted Chapter 33, which covers excavation, grading, and fill. The State of Oregon did not adopt that but gave authority to local governments to adopt that chapter by ordinance. The new International Building Code has renumbered the authority section, so this will be Appendix J as opposed to Appendix Chapter 33. Another change is the liability clause which has been renumbered. On page 2 of Exhibit A, Chapter 14.04 Building Code, includes a reference to the Oregon Administrative Rules (OAR). The OAR's had been amended but the State's website where the OAR's are available had not been updated until recently. Therefore, paragraph (1) which states, "Permit Required – Except as permitted by OAR 918-261.0000 through .0036" should now be .0039. The additional OAR's deal with electrical appliances, such as X-rays and MRI equipment. The intent is to adopt the latest version of the code the State of Oregon has adopted by Statute.

City Attorney Tim Ramis asked if the staff's intent is to have this be effective on October 1, the same day the State Code goes into effect, or is it alright if the ordinance does not go into effect until 30 days from now.

Mr. Lampella stated he has talked with State of Oregon and other municipality representatives and it is okay for this ordinance not to be effective for 30 days. There is a lag time for some projects that are currently in the design phases for the past year to be able to use the current code, with a 90-day extension.

Mr. Ramis stated he just wanted the record to be clear that the intention of staff that the ordinance will not be effective on October 1. The ordinance did not include an emergency clause and the ordinance indicated that the State of Oregon would be adopting the International Building Code effective October 1.

Mr. Lampella indicated there would be a transition period after this takes effect as there is a lag time between the time plans are submitted and before permits are issued. There will be a period of time between adoption and when this new code will be enforceable. He noted Section 14.06 dealing with special inspections is being deleted in its entirety. The Oregon Building Officials Association has written a very comprehensive Special Inspection program that will be used throughout the state, including reciprocity agreements entered into with the State of Washington to approve some of their special inspection companies to work in Oregon. He explained a local company, Carlson Testing, conducts sounder tests, slump test, and really technical welding test. By incorporating the special inspection section in the Tigard Municipal Code, it actually restricts builder's ability to use anyone else. This should be a policy rather than an ordinance.

A motion was made by Councilor Sherwood, seconded by Councilor Wilson, TO APPROVE ORDINANCE NO. 04-10, AN ORDINANCE AMENDING CHAPTERS 14.04 AND 14.06 OF THE TIGARD MUNICIPAL CODE, as revised.

The motion was approved by a unanimous vote:

Mayor Dirksen	-	Yes
Councilor Moore	-	Yes
Councilor Sherwood	-	Yes
Councilor Wilson	-	Yes

9. PUBLIC HEARING (QUASI-JUDICIAL) – APPEAL OF CONDITIONAL USE PERMIT FOR ALBERTA RIDER SCHOOL AND CITY OF TIGARD WATER RESERVOIR (CUP 2003-00012/VAR 2004-00037/VAR 2004-0004/VAR 2004-0043/VAR 2003-00053)

NOTE: This item had been withdrawn by the applicant. No hearing was held at this time.

10. COUNCIL LIAISON REPORTS:

> UPDATE REGARDING GOAL 5

Councilor Wilson noted the process is moving along. At Council's last meeting, a number of issues were raised. County staff has been working very hard to write a series of white papers addressing each issue separately. Some of them are recommending slight program changes and some will be merely informational. The Committee members received a number of white papers yesterday, even though some are still in draft form. The Committee is scheduled to make some decision two weeks from yesterday, September 27. He is not sure what will be decided at that time.

Councilor Wilson noted the Council still had a number of concerns and he probably would be leaning toward a no vote unless there were substantial changes. What he was hoping that instead of just voting "no," he would try to come up with an idea to address all the Council's concerns. He has been thinking about this issue for some time. One comment he had made at one of the meetings when Council discussed this issue alluded to the possibility that with a stroke of a pen, enormous value could be wiped out or enormous wealth created just be moving a political boundary. He had questioned whether there was a way to neutralize that effect through some sort of transfer of development price.

Councilor Wilson submitted copies of his proposal (Agenda Item #10, Exhibit 1), copy on file with the City Recorder. He stated he asked Tigard's legal counsel to review the proposed statement with the request to determine if there is any thing wrong with the proposal; they did not see any problem. He then met with the Kelly Ross of the Metropolitan Home Builders to see if they liked the idea. Mr. Ross was very supportive and even stated he would promote the idea. He then met with Jim Labbe of the Audubon Society; he was a bit skeptical, but was willing to look at it. He talked with Brian Wegener of the Tualatin Riverkeepers who really liked the idea. He has discussed this with Julia Hajduk, Tigard's staff representative on the Coordinating Council, to find out what her response was.

Council Wilson then reviewed each of the proposed statements.

- 1) Metro designates Urban Reserves. Metro would designate urban reserves outside the urban growth boundary that meet the criteria to be brought in and they would designate enough urban reserve to compensate for at least all of the land you are trying to protect.
- 2) Resource Land Traded for UGB Expansion Rights from Willing Participants. In other words, if someone is the owner of resource land that is otherwise developable, you could voluntarily opt to dedicate your land to a public park agency, with a local park provider, in exchange for a certificate that

would entitle you to expand the urban growth boundary into the designated urban reserve area.

If a person had some really high value resource land, they might get 1.5 acres per acre that is designated. An owner could take those certificates and sell them to a developer, and the developer could then negotiate with property owners within the urban reserve area to either purchase them outright or some sort of joint venture, to bring the area into the urban growth boundary and develop it.

- 3) Land Purchased to Prevent Development from Unwilling Participants. Some property owners would not willingly participate in the program and if there is a fund set aside, perhaps through an increase in the surface water management (SWM) fees to raise funds for Goal 5 protection, there could be some sort of program to set aside reserves to purchase property from those owners who choose not to participate at the time development proposal came forward, and it might be the property could be acquired through eminent domain. If the property would serve the public interest, we are going to go ahead and take it and purchase it. That would be like having gold to back up the dollar bill. It is hoped you actually would not have to use it, but there might be some instances where this would be needed.
- 4) Owners May Request Map Corrections to Remove the Resource Designation from Their Property. This addresses map corrections, which could be either remove the designation or perhaps to add the designation, since there is an incentive program, there may be areas that Metro has missed that should actually be designated.
- 5) Owners may Create Resource Land and Become Eligible for the Program. There may be areas that are not yet resource land and owners could actually come up with a mitigation plan and create resource land. There may be places where there is a stream in a culvert, that could be day lighted, planted and turned into resource land and actually create some connectivity that is apparently lacking. Brian Wegener especially liked that idea.

Councilor Wilson indicated that is his idea. Metro decides the development interest and environmental issue and Metro has to be convinced. There may still be significant issues. He stated he has been mulling this through his mind for some time.

Mayor Dirksen stated he was very impressed with Councilor Wilson's proposal. His first impression was to react against it because in general, he is opposed to expanding the urban growth boundary. His concern with Goal 5 was that it was likely that pristine wildlife habitat outside the urban growth boundary would be sacrificed in an effort to save degraded wildlife habitat inside the

urban growth boundary. He recognizes that one has to be willing to compromise in order to come up with a workable solution. What happens if you dig your heels in and demand everyone come around to your point of view. At first glance, this statement includes some really terrific ideas that need to be explored. He asked if this proposal has been shared with the rest of the Natural Resources Steering Committee.

Councilor Wilson replied he felt the order he should follow was, first check to see if there were any legal issues to prohibit this from being done; second was to check with the two extreme opposing sides to determine if both had any interest in the statement; and third, review the proposed statement with City staff and Council for support. This was the process he has followed. If Council supported his proposal, he would pursue it further. The response from everyone so far has been very positive.

Councilor Moore said the proposed statement shows Councilor Wilson has spent a great deal of time in writing this proposal, which he appreciates.

Councilor Wilson stated the two opposing sides are not even talking to each other at the meetings. It occurred to him that nobody really opposes the goal but is concerned about how we get there.

Councilor Moore indicated the thought process demonstrates a way to achieve a balance, which includes how to compensate affected property owners. Reading through the proposal offers a real compromise to everyone. That is obvious from the fact Kelly Ross, Jim Labbe and Brian Wegener indicated they support the statement which says a lot about the proposal. This is very impressive. This talks about balance and solves some major problems. This is a very good compromise, even though he does not like to use that word. When the word 'compromise' is used, it generally means someone loses something and someone else wins something. He thinks everyone wins if this statement is approved and implemented.

Councilor Sherwood concurred this was a very good proposal and asked what the next step would be.

Councilor Wilson asked if he could put this on city letterhead. He has already talked with Community Development Director Jim Hendryx about some tweaking of the proposal before submitting the document to other players. He would also meet individually with some of the committee members to get their support.

Councilor Moore stated Councilor Wilson had his support. He did not see any fatal flaws in it. Someone will always come up with something, but this is a great document, well thought out and planned.

Councilor Sherwood stated all the Councilors support Goal 5, but never had full support of all the proposed solutions. This document seems to address those concerns.

Mr. Monahan stated the Council consensus appears to say to Councilor Wilson that it is okay to place this proposal on City stationery, to indicate that the Tigard City Council has reviewed and supports the concept, and to allow Councilor Wilson to go forward.

Councilor Moore stated he would add that the final document was suggested by Councilor Wilson.

Mayor Dirksen noted Council will endorse this. Generally if something like this is presented to a group, it would normally be picked apart. He supports the concepts stated in Council Wilson's document.

11. NON AGENDA ITEMS: None

The meeting adjourned at 8:36 p.m.

Jane McGarvin, Deputy City Recorder

Attest:

Mayor, City of Tigard

Date: _____

MEMORANDUM

Administration



TO: Honorable Mayor and City Council

FROM: Joanne Bengtson

Agenda Item No. 3.2a
Meeting of 10/12/04

DATE: October 5, 2004

SUBJECT: Three-Month Council Calendar

Regularly schedule council meetings are marked with an asterisk (*).

October

12* Tuesday Council Business Meeting – 6:30 pm, Town Hall

19* Tuesday Council Workshop Meeting – 6:30 pm, Town Hall

26* Tuesday Council Business Meeting – 6:30 pm, Town Hall

November

4-6 Thursday League of Oregon Cities Conference – Marriott Hotel, Downtown
-Saturday Portland

9* Tuesday Council Business Meeting – 6:30 pm, Town Hall

11 Thursday Veteran's Day – City Hall Closed

16* Tuesday Council Workshop Meeting – 6:30 pm, Town Hall

23* Tuesday Council Business Meeting – 6:30 pm, Town Hall

25 Thursday Thanksgiving – City Hall Closed

26 Friday Day after Thanksgiving observed – City Hall Closed

29- Dec 4 National League of Cities Conference – Indianapolis, Indiana

December

14* Tuesday Council Business Meeting – 6:30 pm, Town Hall

21* Tuesday Council Workshop Meeting – 6:30 pm, Town Hall

24 Friday Christmas Eve – City Hall Closed to observe Christmas Day

December (continued)

28*	Tuesday	Council Business Meeting – 6:30 pm, Town Hall
31	Friday	New Year's Eve – City Hall Closed to observe New Year's Day

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Tigard City Council Tentative Agenda 2004

Meeting Date: Meeting Type/Time: Location: Greeter: Materials Due @ 5: Bid Opening Deadline: Scan Deadline @ noon: Req to Sched Due @5: Televised: Attorney Attends:	October 19, 2004 Workshop/6:30 p.m. City Hall October 5, 2004 October 4, 2004 October 1, 2004 September 17, 2004 No No	Meeting Date: Meeting Type/Time: Location: Greeter: Materials Due @ 5: Bid Opening Deadline: Scan Deadline @ noon: Req to Sched Due @5: Televised: Attorney Attends:	October 26, 2004 Business/6:30 p.m. City Hall October 12, 2004 October 11, 2004 October 8, 2004 September 24, 2004 Yes No	Meeting Date: Meeting Type/Time: Location: Greeter: Materials Due @ 5: Bid Opening Deadline: Scan Deadline @ noon: Req to Sched Due @5: Televised: Attorney Attends:	November 9, 2004 Business/6:30 p.m. City Hall October 26, 2004 October 25, 2004 October 22, 2004 October 8, 2004 Yes Yes
		Study Session		Study Session	
Bill Monahan will not attend Joint meeting with the Senior Center Board - PPT - Loreen - 45 min *Communication Plan Update - Liz Tour Permit Center Remodel Project - Tentative - Loreen - 30 min *MSTIP- Potential Projects for Continuing MSTIP Program - Gus		Brian Moore out of town - 10/23 - 11/2		*Discussion of December Council Mtg Schedule	
		Consent Agenda		Consent Agenda	
		Council Goal Update - Cathy *Amend the Management/Professional Personnel Policies - Sandy		Appoint Planning Commissioners - Susan	
		Business Meeting		Business Meeting	
		*Preview of the New Permit Center - Jim/Gus *MSTIP - Projects for Submittal for MSTIP Capital Improvement Program - Gus		*Election results *ODOT Hall Blvd/Matt Garrett - Gus	

Agenda Item No. 3.2 b
 Meeting of 10/13/04

Meeting Date: Meeting Type/Time: Location: Greeter: Materials Due @ 5: Bid Opening Deadline: Scan Deadline @ noon: Req to Sched Due @5: Televised: Attorney Attends:	November 16, 2004 Workshop/6:30 p.m. City Hall November 2, 2004 November 1, 2004 October 29, 2004 October 15, 2004 No No	Meeting Date: Meeting Type/Time: Location: Greeter: Materials Due @ 5: Bid Opening Deadline: Scan Deadline @ noon: Req to Sched Due @5: Televised: Attorney Attends:	November 23, 2004 Business/6:30 p.m. City Hall November 9, 2004 November 8, 2004 November 5, 2004 October 22, 2004 Yes No	Meeting Date: Meeting Type/Time: Location: Greeter: Materials Due @ 5: Bid Opening Deadline: Scan Deadline @ noon: Req to Sched Due @5: Televised: Attorney Attends:	December 14, 2004 Business/6:30 p.m. City Hall November 30, 2004 November 29, 2004 November 26, 2004 November 12, 2004 Yes Yes
		Study Session		Study Session	
*Planned Development Review Committee Update - Planning Commission to attend City-TRIMET MOU Progress Report with Fred Hansen - Duane - 30 min Update on Tree Board - Dan, Matt Stine - 15 min Report & Discuss Results with Downtown TF from Downtown Imp Plan Community Dialogue events - Barbara - 30 min *Fair Housing Report, Recommendations, Options - Jim				*City Attorney Review Exec Session - Pending Litigation - Loreen - 15 min	
		Consent Agenda		Consent Agenda	
		R & F: Canvass of Votes for Mayor and City Councilors and for Ballot Measure ? from November 2 Election - Liz (or 12/14)			
		Business Meeting		Business Meeting	
		State Senator/Representative - 45 min *Formation of Sewer Reim District #32 - Eng. *Formation of Sewer Reim District #33 - Eng. Updated Parks SDC Methodology - PHL - Dan - 10 min *Comprehensive Plan Update Process Discussion - ? Quarterly Water Supply Update - Joint Meeting w/ the Intergovernmental Water Board - PPT - Dennis - 20 min		Bull Mt Election Adoption - PH - RES - Jim - 30 min Adopt Parks SDC Methodology & Rates - MOTION - Dan Code amendment to allow bulk sales in the IP (Industrial Park) zone - Morgan - 15 min	

Meeting Date:	December 21, 2004	Meeting Date:	December 28, 2004
Meeting Type/Time:	Workshop/6:30 p.m.	Meeting Type/Time:	Business/6:30 p.m.
Location:	City Hall	Location:	City Hall
Greeter:		Greeter:	
Materials Due @ 5:	December 7, 2004	Materials Due @ 5:	December 14, 2004
Bid Opening Deadline:	December 6, 2004	Bid Opening Deadline:	December 13, 2004
Scan Deadline @ noon:	December 3, 2004	Scan Deadline @ noon:	December 10, 2004
Req to Sched Due @5:	November 19, 2004	Req to Sched Due @5:	November 24, 2004
Televised:	No	Televised:	Yes
Attorney Attends:	No	Attorney Attends:	No
		Study Session	
Joint meeting with the Budget Committee - Craig - 30 min Parks System Master Plan Update - Dan - 15 min			
		Consent Agenda	
		Business Meeting	

CITY OF TIGARD, OREGON
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE Community Development Block Grant Project (CDBG) Proposals

PREPARED BY: Duane Roberts DEPT HEAD OK [Signature] CITY MGR OK [Signature]

ISSUE BEFORE THE COUNCIL

Should Council approve a resolution endorsing the submittal of four Community Development Block Grant project applications?

STAFF RECOMMENDATION

Adopt the attached resolution authorizing submittal of the applications.

INFORMATION SUMMARY

The Community Development Block Grant (CDBG) Program is a federal program that annually provides more than two million dollars to Washington County to fund activities that benefit low and moderate income persons. The County distributes the money to local jurisdictions and nonprofit agencies based on project applications submitted by sponsors. Beginning this year, the County is transitioning from a multi-year to an annual intake period. It currently is accepting project proposals for the 05/06 funding year. The application deadline is 10/15/04. Some months ago, staff asked citizens and other staff to identify local needs that could be met through this program. Among the various needs submitted, four have been determined to be both CDBG eligible and ready-to-go in terms of 2005 implementation. The four include sidewalk improvements along Hall Boulevard, Center Street, Frewing Street, and Garrett Street.

These projects will alleviate the shared problem of unsafe pedestrian conditions through the installation of sidewalks and associated improvements along the four streets in question. They will provide safe, secure, and convenient pedestrian routes to services, shopping opportunities, and TriMet and school bus stops. The sidewalk in-fills also will help retain neighborhood character and livability.

TriMet has agreed to provide a letter signed by the Director in support of the City projects. The school district has been asked to provide a similar letter. Maps showing the locations of the proposed projects are attached.

Any City projects not selected for 05/06 funding will be resubmitted next year along with any other "shovel-ready" projects that meet eligible needs.

City Finance Department review of the four projects for financial, budgetary, and purchasing requirements took place in September. Copies of the draft proposals are available in the City Recorder's office.

OTHER ALTERNATIVES CONSIDERED

Do not submit one or more proposals.

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

The sidewalk projects are consistent with Transportation and Traffic Goal #3, Strategy 3, "Encourage development of alternative modes" and the action plan "Focus efforts on improvements to provide connectivity for pedestrian and bicycle travel."

ATTACHMENT LIST

Attachment #1 and Exhibits A1-4: Resolution supporting applications for four CDBG projects and maps of sidewalk in-fill projects.

FISCAL NOTES

The amount of the grant funds requested for each project is provided below. City cash and in-kind contributions are proposed for each. The local in-kind contribution would be in the form of administrative overhead and design and construction management services. The cash contributions would come from the 05/06 City Gas Tax and Storm Drainage Funds.

Project	Grant Dollars	City Cash	City In-Kind
Hall Blvd. II	\$100,000	\$ 25,400	\$20,750
Center St.	106,000	40,400	21,650
Frewing St.	282,000	49,400	47,300
Garrett St.	158,000	32,300	26,550

Approval of the resolution does not financially obligate the City. Actual appropriation of funds and acceptance of a grant would require separate budget committee action.

i/cdadm/jerree/agenda sum/10-12-04 CDBG Proposals AIS.doc

CITY OF TIGARD, OREGON

RESOLUTION NO. 04-_____

A RESOLUTION OF THE TIGARD CITY COUNCIL SUPPORTING APPLICATIONS FOR FEDERAL ASSISTANCE FOR CONSTRUCTING SIDEWALK AND RELATED IMPROVEMENTS ON VARIOUS STREETS WITHIN LOW-MODERATE INCOME AREAS OF THE CITY.

WHEREAS, segments of SW Hall Boulevard, Center Street, Garrett Street, and Frewing Streets were constructed without curbs, sidewalks, and/or drainage facilities; and

WHEREAS, the installation of sidewalk and associated improvements along these street segments would improve neighborhood quality and safety conditions for children and other pedestrians; and

WHEREAS, improvements to SW Hall Boulevard, Center Street, Garrett Street, and Frewing Streets are defined in separate applications for federal Community Development Block Grant funds; and

WHEREAS, these improvements meet the national and county Community Development Block Grant objective of serving persons having low and moderate incomes; and

WHEREAS, Washington County will receive an estimated two million dollars per year for the next five years, for which ten cities, the county, and various non-profit agencies will compete for the funding of various projects.

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

SECTION 1: The City of Tigard hereby expresses its support for making improvements to SW Hall Boulevard, Center Street, Garrett Street, and Frewing Street, as shown in Exhibits A1-4, and authorizes submission of applications for federal assistance.

SECTION 2: This resolution is effective immediately upon passage.

PASSED: This _____ day of _____ 2004.


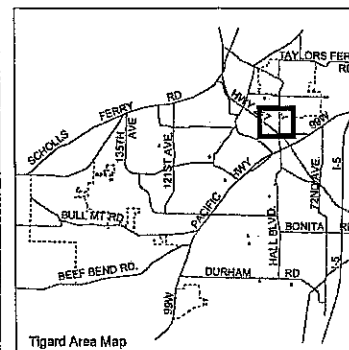
Mayor - City of Tigard

ATTEST:

City Recorder - City of Tigard

HALL BOULEVARD II

Sidewalk Improvements

 Proposed Improvement

0 100 200 300 Feet

1"= 250 feet



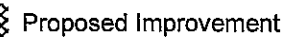
City of Tigard

Information on this map is for general location only and should be verified with the Development Services Division.

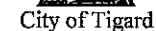
13125 SW Hall Blvd
Tigard, OR 97223
(503) 639-4171

CENTER STREET

Sidewalk Improvements



1"= 200 feet



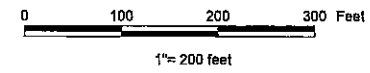
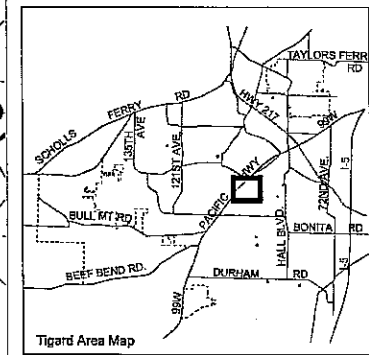
<http://www.ci.figard.or.us>



Exhibit A-3

FREWING ST
Sidewalk Improvements

-  Apartments
-  Bus Stops
-  Proposed Improvement
-  Existing Sidewalk



Information on this map is for general location only and should be verified with the Development Services Division.
13125 SW Hall Blvd
Tigard, OR 97223
(503) 639-4171
<http://www.ci.tigard.or.us>

Garrett St



Apartments



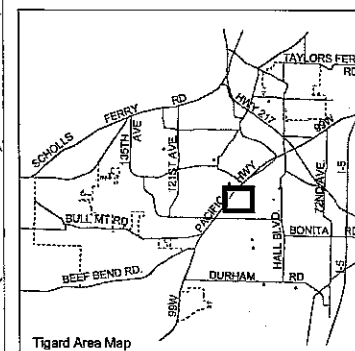
Bus Stops



Proposed Improvement



 Existing Sidewalk



Tigard Area Map



F



1" = 200 feet



City of Tigard

Information on this map is for general location only and should be verified with the Development Services Division.

13125 SW Hall Blvd

Tigard, OR 97223

(503) 639-4171

<http://www.ci.tigard.or.us>

AGENDA ITEM # 34
FOR AGENDA OF October 12, 2004

CITY OF TIGARD, OREGON
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE A Resolution approving Budget Amendment #2 to the FY 2004-05 Budget to accept and expend US Department of Justice grant funds for the "DARE to be GREAT" summer camps.

PREPARED BY: Michelle Wareing DEPT HEAD OK cl CITY MGR OK lwm

ISSUE BEFORE THE COUNCIL

Should the Council amend the FY 2004-05 Budget to accept a grant of \$23,467 from the US Department of Justice?

STAFF RECOMMENDATION

Approve Budget Amendment #2.

INFORMATION SUMMARY

The US Department of Justice has made grant funds available to provide camps to area at-risk youth. The City of Tigard has applied for a grant under this program, and on September 9, 2004 was awarded a grant of \$23,467. Grant funds will be used to operate the "DARE to be GREAT" Summer Camps. The four, one week camps provide anti-drug, and anti-gang educational experiences to area at-risk youth.

OTHER ALTERNATIVES CONSIDERED

Do not approve Budget Amendment #2, thereby declining the grant.

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

N/A

ATTACHMENT LIST

Resolution including Attachment A

FISCAL NOTES

This budget amendment will increase grant revenues in the General Fund by \$23,467 and it will increase Contingency by the same amount. The Police Support Services Division budget already includes the expenditures for "DARE to be GREAT" summer camps. This grant will pay the costs of the camp instead of other General Fund revenues.

CITY OF TIGARD, OREGON

RESOLUTION NO. 04-_____

A RESOLUTION APPROVING BUDGET AMENDMENT #2 TO THE FY 2004-05 BUDGET TO ACCEPT AND EXPEND US DEPARTMENT OF JUSTICE GRANT FUNDS FOR THE "DARE TO BE GREAT" SUMMER CAMPS.

WHEREAS, The US Department of Justice is making grant funds available to provide educational camps to area at-risk youth; and

WHEREAS, The City of Tigard has applied for a grant from this program; and

WHEREAS, On September 9, 2004, the City of Tigard was awarded a grant of \$23,467; and

WHEREAS, The FY 2004-05 Adopted Budget includes the expenditures for the summer camps; and

WHEREAS, The grant funds were not included in the FY 2004-05 Adopted Budget due to the uncertainty of the award; and

WHEREAS, The grant revenues will be offset by increasing the General Fund Contingency as expenditures have already been budgeted; and

WHEREAS, it is necessary to amend the FY 2004-05 Budget to recognize these grant revenues and to allow expenditure of the funds.

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

SECTION The FY 2004-05 Budget of the City of Tigard is hereby amended as shown in Attachment A to this resolution to increase General Fund revenues by \$23,467 and to increase Contingency by the same amount.

SECTION This resolution is effective immediately upon passage.

PASSED: This _____ day of _____ 2004.

Mayor - City of Tigard

ATTEST:

City Recorder - City of Tigard

Attachment A
FY 2004-05
Budget Amendment # 2

FY 2004-05 Revised Budget	Budget Amendment # 2	Revised Revised Budget
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General Fund

Resources

Beginning Fund Balance	\$7,751,279		\$7,751,279
Property Taxes	9,398,805		9,398,805
Grants	49,060	23,467	72,527
Interagency Revenues	2,435,609		2,435,609
Development Fees & Charges	372,294		372,294
Utility Fees and Charges	0		0
Miscellaneous Fees and Charges	184,160		184,160
Fines and Forfeitures	592,840		592,840
Franchise Fees and Business Tax	2,944,042		2,944,042
Interest Earnings	172,500		172,500
Bond/Note Proceeds	0		0
Other Revenues	68,200		68,200
Transfers In from Other Funds	2,145,314		2,145,314
Total	\$26,114,103	\$23,467	\$26,137,570

Requirements

Community Service Program	\$10,359,639		\$10,359,639
Public Works Program	2,446,197		2,446,197
Development Services Program	2,554,196		2,554,196
Policy & Administration Program	344,706		344,706
General Government	0		0
Program Expenditures Total	\$15,704,738	\$0	\$15,704,738
Debt Service	\$0		\$0
Capital Improvements	\$0		\$0
Transfers to Other Funds	\$3,758,056		\$3,758,056
Contingency	\$763,525	\$23,467	\$786,992
Total Requirements	\$20,226,319	\$23,467	\$20,249,786
Ending Fund Balance	5,887,784		5,887,784
Grand Total	\$26,114,103	\$23,467	\$26,137,570

CITY OF TIGARD, OREGON
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE Discussion of Bull Mountain Resolutions To Confirm the City Council's Commitments That Would Occur Upon Annexation

PREPARED BY: Bill Monahan DEPT HEAD OK JB for WAM CITY MGR OK JB for WAM

ISSUE BEFORE THE COUNCIL

At the City Council Strategic Planning meeting of October 1, 2004, Council directed staff to bring forth several resolutions for consideration. Should the City Council pass several resolutions that would confirm the Council's commitments to the residents of unincorporated Bull Mountain and the residents of Tigard if the annexation vote of November 2, 2004 is passed by both the voters of the City and the unincorporated area of Bull Mountain?

STAFF RECOMMENDATION

Staff recommends that the City Council review and discuss whether to adopt several resolutions that would confirm the commitments made earlier by the Council regarding delivery of services, phasing of taxation, and other concerns. The commitments were made during the Bull Mountain annexation process.

INFORMATION SUMMARY

During the Bull Mountain annexation process, the City Council conducted public meetings, reviewed a draft annexation plan for the Bull Mountain area, reviewed White Papers prepared by subcommittees on subjects of particular concern to the area residents, and commented on how city services could be provided to the Bull Mountain area upon annexation. The annexation vote will take place on the November 2, 2004 ballot. During a recent strategic planning discussion, the City Council expressed an interest in confirming to the voters of the community the commitments that it is willing to make which illustrate how some city services shall be provided to Bull Mountain and how issues raised by Bull Mountain residents during the public process shall be addressed if the annexation measure passes. In particular the Council has made commitments regarding:

- Capital Improvement Projects and Funding
- Comprehensive Planning
- Identifying Open Spaces and park lands to serve the Bull Mountain Area
- Hiring of additional Police personnel and providing training in advance of the effective date of annexation
- Commitment of Parks Systems Development Funds (SDC's) collected on Bull Mountain to serve the area
- Phasing in of taxation
- Recognizing the Bull Mountain area as a neighborhood with a unique identity in a revised city wide neighborhood program.

The Council directed staff to prepare individual resolutions addressing each of these commitments. Council has before it seven resolutions which it shall consider and take action upon.

OTHER ALTERNATIVES CONSIDERED

Take no action to confirm the commitments expressed at prior city meetings.

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

The Tigard Vision includes statements that the community continues to grow, urban services are provided to citizens, and recipients of service pay their share for services. Open space is a priority for the community. Police services will be provided through stable funding so that uninterrupted service is provided at desirable levels. Expansion of infrastructure for public services to serve growth are paid for by growth.

ATTACHMENT LIST

Seven resolutions for council consideration.

FISCAL NOTES

Passage of the resolutions alone will not have a fiscal impact. Implementation of the commitments made within the resolutions will occur if the voters approve the annexation measure on November 2, 2004.

CITY OF TIGARD, OREGON

RESOLUTION NO. 04-_____

A RESOLUTION OF THE TIGARD CITY COUNCIL CONFIRMING THE COMMITMENT OF A THREE YEAR PHASE-IN OF TAXES FOR BULL MOUNTAIN RESIDENTS UPON ANNEXATION OF THE BULL MOUNTAIN AREA.

WHEREAS, the City of Tigard has made a commitment to be the provider of urban services for the Bull Mountain area; and

WHEREAS, the City of Tigard's commitment to provide urban services to the Bull Mountain area has been formalized in the 1983 Urban Planning Area Agreement and the 1997 Urban Services Area Agreement; and

WHEREAS, the 2004 Bull Mountain Annexation Plan identifies that the estimated property taxes Bull Mountain residents would pay upon annexation to receive city services would increase; and

WHEREAS, the Tigard City Council has stated in public meetings that a phase-in of the City's permanent tax rate of \$2.5131 per \$1,000 assessed value, and the bonded indebtedness related to the construction of the new Tigard library would occur; and

WHEREAS, the City of Tigard has placed the Bull Mountain Annexation on the November 2, 2004 ballot.

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

SECTION 1: If the Bull Mountain Annexation is approved by the voters of Bull Mountain and the City of Tigard on November 2, 2004, the City of Tigard shall phase-in the city taxes for Bull Mountain residents effective July 1, 2005 as follows:

Year 1	Fiscal Year 2005-06	50% of the permanent tax rate
Year 2	Fiscal Year 2006-07	75% of the permanent tax rate
Year 3	Fiscal Year 2007-08	100% of the permanent tax rate

SECTION 2: This resolution is effective immediately upon passage.

PASSED: This _____ day of _____ 2004.

Mayor - City of Tigard

ATTEST:

Deputy City Recorder - City of Tigard

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RESOLUTION NO. 04-

CITY OF TIGARD, OREGON

RESOLUTION NO. 04-_____

A RESOLUTION OF THE TIGARD CITY COUNCIL CONFIRMING THE COMMITMENT OF RECOGNIZING THE BULL MOUNTAIN AREA AS A NEIGHBORHOOD WITH A UNIQUE IDENTITY IN A REVISED NEIGHBORHOOD PROGRAM.

WHEREAS, the City of Tigard has made a commitment to be the provider of urban services for the Bull Mountain area; and

WHEREAS, the City of Tigard's commitment to provide urban services to the Bull Mountain area has been formalized in the 1983 Urban Planning Area Agreement and the 1997 Urban Services Area Agreement; and

WHEREAS, the 2004 Bull Mountain Annexation residents identify their area as unique; and

WHEREAS, the City is in the process of evaluating and revising the citizen involvement program to include a neighborhood component; and

WHEREAS, the City of Tigard has placed the Bull Mountain Annexation on the November 2, 2004 ballot.

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

SECTION 1: If the Bull Mountain Annexation is approved by the voters of Bull Mountain and the City of Tigard on November 2, 2004, the City of Tigard shall recognize the Bull Mountain area as a unique neighborhood in a revised neighborhood program which will be developed for the City.

SECTION 2: This resolution is effective immediately upon passage.

PASSED: This _____ day of _____ 2004.

Mayor - City of Tigard

ATTEST:

Deputy City Recorder - City of Tigard

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CITY OF TIGARD, OREGON

RESOLUTION NO. 04-_____

A RESOLUTION OF THE TIGARD CITY COUNCIL CONFIRMING THE COMMITMENT OF THE IMMEDIATE HIRE OF ELEVEN POLICE OFFICERS UPON ANNEXATION OF THE BULL MOUNTAIN AREA.

WHEREAS, the City of Tigard has made a commitment to be the provider of urban services for the Bull Mountain area; and

WHEREAS, the City of Tigard's commitment to provide urban services to the Bull Mountain area has been formalized in the 1983 Urban Planning Area Agreement and the 1997 Urban Services Area Agreement; and

WHEREAS, the 2004 Bull Mountain Annexation Plan identifies the need to hire eleven police officers to provide an appropriate level of police protection to the residents of Bull Mountain upon annexation; and

WHEREAS, the City of Tigard has placed the Bull Mountain Annexation on the November 2, 2004 ballot; and

WHEREAS, if approved, the annexation would be effective July 1, 2005.

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

SECTION 1: If the Bull Mountain Annexation is approved by the voters of Bull Mountain and the City of Tigard on November 2, 2004, the City of Tigard commits to hiring eleven police officers in January 2005 to ensure they are trained and prepared to provide service to Tigard by July 1, 2005.

SECTION 2: This resolution is effective immediately upon passage.

PASSED: This _____ day of _____ 2004.

Mayor - City of Tigard

ATTEST:

Deputy City Recorder - City of Tigard

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CITY OF TIGARD, OREGON

RESOLUTION NO. 04-_____

A RESOLUTION OF THE TIGARD CITY COUNCIL CONFIRMING A COMMITMENT TO AN AGGRESSIVE SEARCH OF POTENTIAL PARK LAND PURCHASES UPON ANNEXATION OF THE BULL MOUNTAIN AREA.

WHEREAS, the City of Tigard has made a commitment to be the provider of urban services for the Bull Mountain area; and

WHEREAS, the City of Tigard's commitment to provide urban services to the Bull Mountain area has been formalized in the 1983 Urban Planning Area Agreement and the 1997 Urban Services Area Agreement; and

WHEREAS, the 2004 Bull Mountain Annexation Plan identifies that the Bull Mountain area is underserved with Park and Open Space land in comparison to the rest of the City; and

WHEREAS, the City has already contacted owners of certain properties in the area which could be suitable for open space or parks purposes; and

WHEREAS, the City of Tigard has placed the Bull Mountain Annexation on the November 2, 2004 ballot.

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

SECTION 1: If the Bull Mountain Annexation is approved by the voters of Bull Mountain and the City of Tigard on November 2, 2004, the City of Tigard commits to aggressively search for Park and Open Space land purchases.

SECTION 2: The City shall take steps to secure options to purchase properties as early as January, 2005, although the effective date of the Annexation will not be until July 1, 2005.

SECTION 3: This resolution is effective immediately upon passage.

PASSED: This _____ day of _____ 2004.

Mayor - City of Tigard

ATTEST:

Deputy City Recorder - City of Tigard

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CITY OF TIGARD, OREGON

RESOLUTION NO. 04-_____

A RESOLUTION OF THE TIGARD CITY COUNCIL CONFIRMING THE COMMITMENT TO ASSUME RESPONSIBILITY FROM WASHINGTON COUNTY FOR THE COMPREHENSIVE PLANNING OF THE BULL MOUNTAIN AREA UPON ANNEXATION OF THE BULL MOUNTAIN AREA AND INCLUDE THE BULL MOUNTAIN AREA IN THE CITY'S COMPREHENSIVE PLANNING PROCESS THAT WILL BE INITIATED IN JANUARY 2005.

WHEREAS, the City of Tigard has made a commitment to be the provider of urban services for the Bull Mountain area; and

WHEREAS, the City of Tigard's commitment to provide urban services to the Bull Mountain area has been formalized in the 1983 Urban Planning Area Agreement and the 1997 Urban Services Area Agreement; and

WHEREAS, the Council recognizes that the City's Comprehensive Plan needs to be reviewed and updated; and

WHEREAS, the Bull Mountain Community Plan needs to be reviewed and updated; and

WHEREAS, Washington County, the agency responsible for long range planning for the area has no plans to update the Comprehensive Plan at this time; and

WHEREAS, the City of Tigard has placed the Bull Mountain Annexation on the November 2, 2004 ballot.

WHEREAS, the City of Tigard will initiate a Comprehensive Plan review and update process in January 2005.

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

SECTION 1: If the Bull Mountain Annexation is approved by the voters of Bull Mountain and the City of Tigard on November 2, 2004, the City of Tigard shall assume responsibility from Washington County for Comprehensive Planning on Bull Mountain and shall include the Bull Mountain area in the plan review process to be initiated in January 2005, even though the area shall not be legally within the City until July 1, 2005.

SECTION 2: The City of Tigard shall negotiate with Washington County to obtain authority to include the Bull Mountain area in Comprehensive Planning Review prior to the effective date of annexation.

SECTION 3: This resolution is effective immediately upon passage.

PASSED: This _____ day of _____ 2004.

Mayor - City of Tigard

ATTEST:

Deputy City Recorder - City of Tigard

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CITY OF TIGARD, OREGON

RESOLUTION NO. 04-_____

A RESOLUTION OF THE TIGARD CITY COUNCIL CONFIRMING THE COMMITMENT OF AN AVERAGE OF AT LEAST 30% OF CAPITAL IMPROVEMENT FUNDS TO PROJECTS IN THE BULL MOUNTAIN AREA FOR FIVE YEARS UPON ANNEXATION OF THE BULL MOUNTAIN AREA.

WHEREAS, the City of Tigard has made a commitment to be the provider of urban services for the Bull Mountain area; and

WHEREAS, the City of Tigard's commitment to provide urban services to the Bull Mountain area has been formalized in the 1983 Urban Planning Area Agreement and the 1997 Urban Services Area Agreement; and

WHEREAS, the 2004 Bull Mountain Annexation Plan identifies that the Bull Mountain area has unfunded road improvement needs; and

WHEREAS, the Bull Mountain area would represent approximately 17% of the City's total population upon annexation; and

WHEREAS, the City of Tigard has placed the Bull Mountain Annexation on the November 2, 2004 ballot.

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

SECTION 1: If the Bull Mountain Annexation is approved by the voters of Bull Mountain and the City of Tigard on November 2, 2004, the City of Tigard shall commit an average of at least 30% of the capital improvement funds in its Capital Improvement Plan to projects in Bull Mountain for Fiscal Years 2005-06 to 2009-10. Capital Improvements include, but are not limited to, parks, open space, trails, roads and storm drainage projects. In subsequent years improvements shall be evaluated and funds spent on projects with the greatest need.

SECTION 2: This resolution is effective immediately upon passage.

PASSED: This _____ day of _____ 2004.

Mayor - City of Tigard

ATTEST:

Deputy City Recorder - City of Tigard

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CITY OF TIGARD, OREGON

RESOLUTION NO. 04-_____

A RESOLUTION OF THE TIGARD CITY COUNCIL CONFIRMING THE COMMITMENT TO ALLOCATE PARK SYSTEMS DEVELOPMENT CHARGES COLLECTED AFTER ANNEXATION OF THE BULL MOUNTAIN AREA TO PARK AND OPEN SPACE LAND ACQUISITION ON BULL MOUNTAIN.

WHEREAS, the City of Tigard has made a commitment to be the provider of urban services for the Bull Mountain area; and

WHEREAS, the City of Tigard's commitment to provide urban services to the Bull Mountain area has been formalized in the 1983 Urban Planning Area Agreement and the 1997 Urban Services Area Agreement; and

WHEREAS, the 2004 Bull Mountain Annexation Plan identifies that the Bull Mountain area is underserved with parks and open space in comparison to the existing city; and

WHEREAS, the City of Tigard has placed the Bull Mountain Annexation on the November 2, 2004 ballot.

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

SECTION 1: If the Bull Mountain Annexation is approved by the voters of Bull Mountain and the City of Tigard on November 2, 2004, the City of Tigard commits to allocating all Parks Systems Development Charges collected on Bull Mountain to the acquisition of Park and Open Space land that is on or near Bull Mountain.

SECTION 2: This resolution is effective immediately upon passage.

PASSED: This _____ day of _____ 2004.

Mayor - City of Tigard

ATTEST:

Deputy City Recorder - City of Tigard

i:\admin\resolutions\bull mtn sdc funds commitment.doc10/4/04

AGENDA ITEM # 5
FOR AGENDA OF October 12, 2004

CITY OF TIGARD, OREGON
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE Presentation of Government Finance Officers Association Distinguished
Distinguished Budget Presentation Award

PREPARED BY: Craig Prosser DEPT HEAD OK CP CITY MGR OK MA

ISSUE BEFORE THE COUNCIL

Receive Distinguished Budget Presentation Award

STAFF RECOMMENDATION

Accept Award

INFORMATION SUMMARY

The Government Finance Officers Association of the United States and Canada (GFOA) sponsors a Distinguished Budget Presentation Award for jurisdictions in the US and Canada. The Award is intended to encourage jurisdictions to adhere to the highest principles in developing their governmental budgets. In order to qualify for the Award, a jurisdiction must satisfy nationally recognized guidelines for the presentation of budgetary information. These guidelines address the budget as a Policy Document, a Financial Plan, an Operations Guide, and a Communications Device.

The City of Tigard has been awarded the GFOA Distinguished Budget Presentation Award for its FY 2004-05 Budget. This is the 17th year in a row that Tigard has won this award, demonstrating a consistent commitment to the highest professional standards of financial management.

Credit for winning this award goes to staff of the Finance Department who work to create this document: Tom Indieke, Michelle Wareing, Heather Block, and Maureen Denny. Credit is also due to City management and departmental staff who devote a significant amount of time and effort to making the annual budget process work well and through their efforts contribute to the overall quality of the Budget document.

OTHER ALTERNATIVES CONSIDERED

None

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

NA

ATTACHMENT LIST

None

FISCAL NOTES

None

CITY OF TIGARD, OREGON
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE Library Operations Update

PREPARED BY: Margaret Barnes DEPT HEAD OK  CITY MGR OK 

ISSUE BEFORE THE COUNCIL

Discussion of library hours of operation and staffing

STAFF RECOMMENDATION

The staff recommends consideration of additional hours of operation for the library through end of the fiscal year.

INFORMATION SUMMARY

In May 2004, the Council and Budget Committee discussed options for library operating hours after the Washington County library operating levy did not pass. An interim schedule of 54 hours per week was approved through Nov. 6. Because the County has decided not to place the levy on the November ballot, it is necessary to discuss the library's future hours of operation as a result of that decision.

Now that the new library has been open for two months, the current schedule of operation can be analyzed in light of library use and public feedback. Statistics show that the new library has been used heavily. In August, the library issued a record number of new library cards--856, compared to 281 in August 2003. Circulation was up 9% over the previous year, even though the library was open fewer hours (28.5). Because of the growing popularity of the new library and the City's commitment to make it available to the public as much as possible, this agenda item will focus on whether to open additional hours and how to fund those hours.

Library staff members have received feedback and recommendations from the public regarding the reduced hours. Given strong feelings expressed by several library users, further public input on the library's schedule is warranted. The library will seek additional feedback from the public through community outreach efforts during its strategic planning process in the next few months.

The Library Board will attend this meeting to discuss hours and staffing with the Council.

OTHER ALTERNATIVES CONSIDERED

- 1) Continuing existing schedule.
- 2) Reducing hours further.

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

Goal #3: Adequate facilities are available for efficient delivery of life-long learning programs and services for all ages.

FISCAL NOTES

From \$20,000-\$50,000 for the remainder of the fiscal year.

CITY OF TIGARD, OREGON
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE Tualatin River Trail Easement and Pedestrian Bridge Update

PREPARED BY: Duane Roberts, Dan Plaza DEPT HEAD OK [Signature] CITY MGR OK [Signature]

ISSUE BEFORE THE COUNCIL

Should Council authorize the City Manager to sign a "Release of Easement", releasing to Clean Water Services (CWS) a Tualatin River pedestrian trail easement it granted the City in 1997?

STAFF RECOMMENDATION

Authorize the City Manager to sign the "Release of Easement".

INFORMATION SUMMARY

Construction of a pedestrian bridge over the Tualatin River, located just downstream of the existing railroad bridge, tentatively is scheduled to start in late 2005 and to be completed in Fall 2006. The City of Tualatin is the project manager and has been awarded major ODOT funding toward the cost of constructing the the 213' x 12' bridge. Together with Tualatin and Durham, Tigard is contributing a portion of the construction cost.

Under a separate State Parks program, Tigard has been awarded grant funds to install a trail connection along the river between Cook Park and the future bridge. In order to construct the trail, the City needs to acquire a trail easement from Clean Water Services (CWS), the owner of most of the the land within the preferred trail alignment. CWS has agreed to provide the easement at no charge, but first requires the City to extinguish a previously-conveyed CWS trail easement that dates back to 1997 and connects Cook Park to isolated City-owned property along the river. The City-owned property does not provide a suitable trail route. This is because it is mostly wetlands and also because the land is too close to the riverbank in terms of current environmental regulations. The proposed new alignment meets all existing vegetated corridor and other regulatory requirements pertaining to pedestrian trails. CWS is prepared to convey the new trail easement as soon as the old easement is released. The old and replacement easements are depicted in maps attached. The "Release of Easement" document was prepared by the City Attorney's office. CWS staff will assist with a short spur or access easement between the new trail easement area and the City-owned river-front property as soon as the new trail easement is concluded.

At the meeting, staff will provide an update on the schedule and construction costs of constructing the Tualatin River pedestrian trail and bridge.

OTHER ALTERNATIVES CONSIDERED

No alternatives considered.

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

Transportation and Traffic Goal #3, "Alternative modes of transportation are available and use is maximized".

ATTACHMENT LIST

Attachment #1: "Release of Easement"

Attachment #2: Old CWS Trail Easment Map

Attachment #3: New CWS Trail Easement Map

FISCAL NOTES

No costs are involved, except City legal fees. CWS is not charging for the new and longer trail easement.

i/citywide/sum/CWStrail easement

AFTER RECORDING RETURN TO:

CITY OF TIGARD
 13125 SW Hall Boulevard
 Tigard, OR 97223

RELEASE OF EASEMENT

For good and valuable consideration consisting of the grant and acceptance of a replacement easement, THE CITY OF TIGARD, an Oregon municipal corporation (the "City"), hereby releases and reconveys to CLEAN WATER SERVICES, formerly Unified Sewerage Agency of Washington County, Oregon, a county service district formed pursuant to ORS Chapter 451 ("CWS"), all right, title and interest of the City in and to that certain easement granted by CWS to the City by instrument dated December 16, 1997, and recorded in the official records of Washington County, Oregon on January 7, 1998, as instrument number 98001400.

IN WITNESS WHEREOF, the parties hereto have executed this Release of Easement on September ____, 2004.

THE CITY OF TIGARD,
 an Oregon municipal corporation

By: _____

Its: _____

STATE OF OREGON)
)
 COUNTY OF _____)

This instrument was acknowledged before me on this _____ day of _____, 2004, by _____, the _____, of the City of Tigard, an Oregon municipal corporation, on behalf of the City.

 NOTARY PUBLIC, STATE OF OREGON
 My Commission Expires: _____

Clean Water Services, a County Service District, hereby accepts the reconveyance of easement set forth above

CLEAN WATER SERVICES

By: _____

Its: _____

STATE OF OREGON)

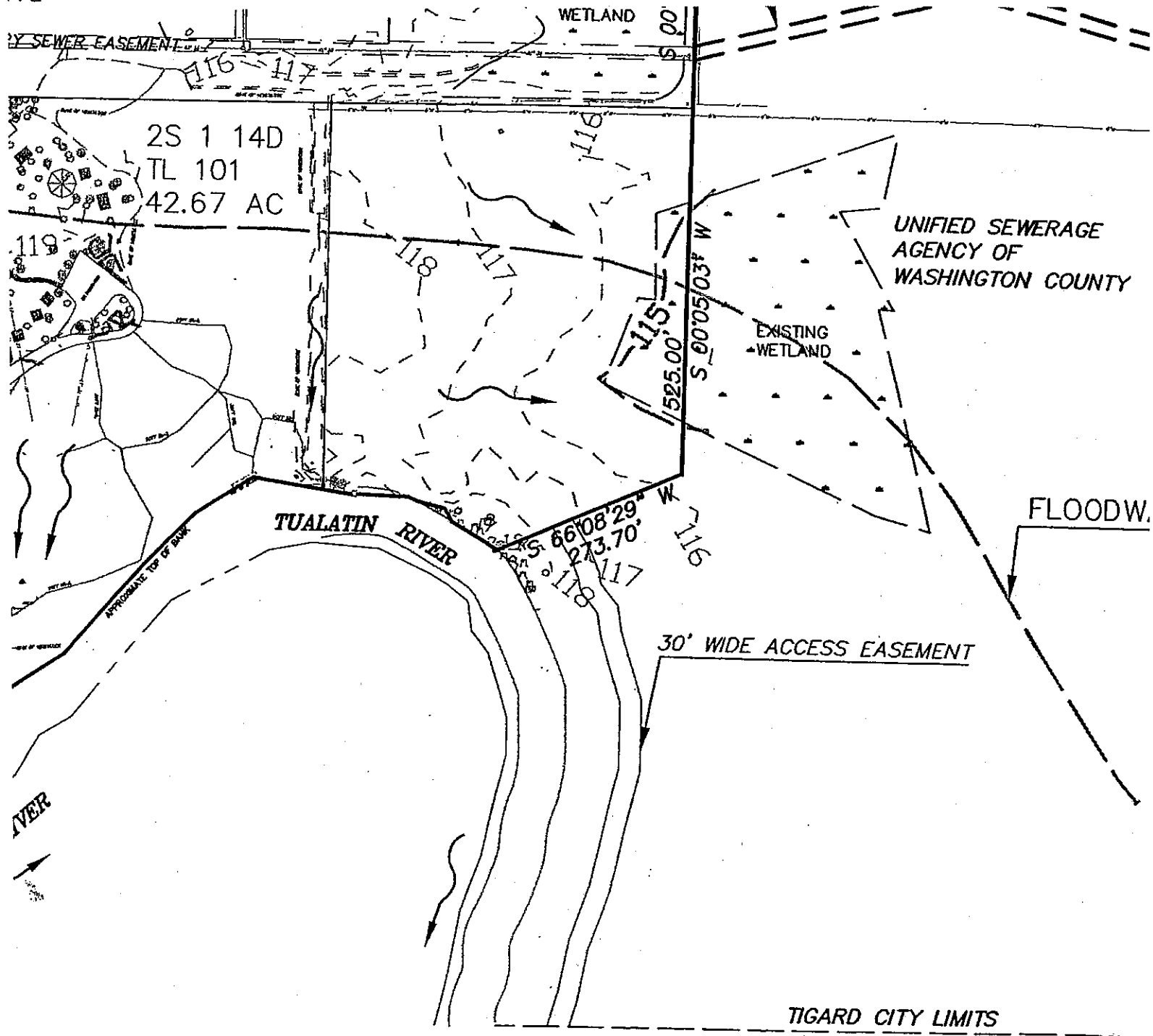
COUNTY OF _____)

This instrument was acknowledged before me on this _____ day of _____, 2004, by _____, the _____, of Clean Water Services, on behalf of the district.

NOTARY PUBLIC, STATE OF OREGON
My Commission Expires: _____

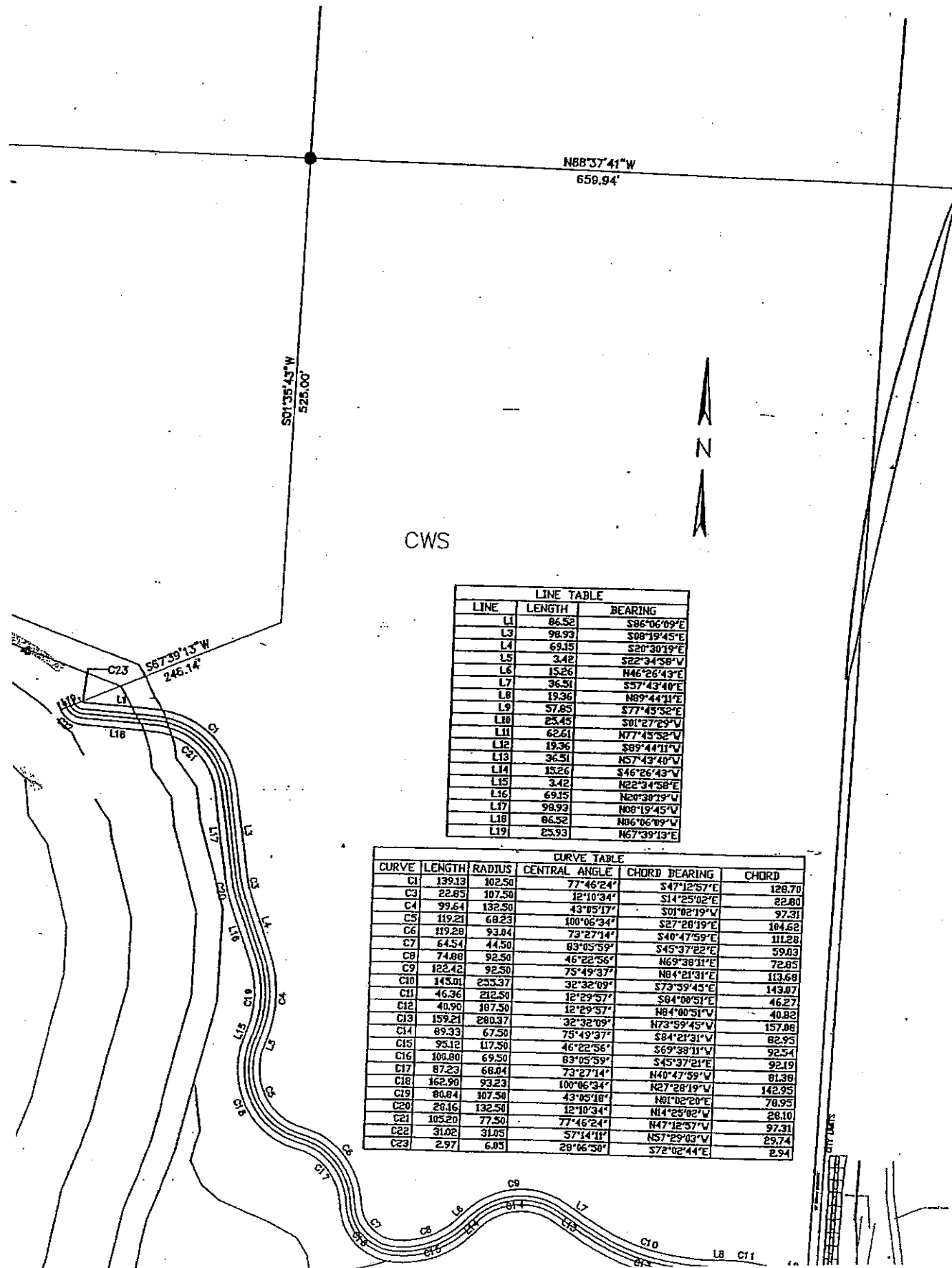
Old CWS Trail Easement

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New CWS Trail Easement

Attachment 3



LINE TABLE		
LINE	LENGTH	BEARING
L1	86.52	S86°06'09"E
L3	98.93	S08°19'45"E
L4	69.15	S20°30'19"E
L5	3.42	S22°34'58"W
L6	15.26	N46°26'43"E
L7	36.51	S57°43'40"E
L8	19.36	N89°44'11"E
L9	57.85	S77°45'32"E
L10	25.45	S01°27'29"W
L11	62.61	N77°45'52"W
L12	19.36	S89°44'11"W
L13	36.51	N57°43'40"W
L14	15.26	S46°26'43"W
L15	3.42	N22°34'58"E
L16	69.15	N20°30'19"W
L17	98.93	N08°19'45"W
L18	86.52	N86°06'09"W
L19	25.93	N67°39'13"E

CURVE TABLE						
CURVE	LENGTH	RADIUS	CENTRAL ANGLE	CHORD BEARING	CHORD	
C1	139.13	102.50	77°46'24"	S47°12'57"E	128.70	
C3	22.85	107.50	12°10'34"	S14°25'02"E	22.80	
C4	99.64	132.50	43°05'17"	S01°02'19"W	97.31	
C5	119.21	68.23	100°06'34"	S27°28'19"E	104.62	
C6	119.28	93.04	73°27'14"	S40°47'59"E	111.28	
C7	64.54	44.50	83°05'59"	S45°37'22"E	59.03	
C8	74.88	92.50	46°22'56"	N69°38'11"E	72.85	
C9	122.42	92.50	75°49'37"	N84°21'31"E	113.68	
C10	145.01	253.37	32°32'09"	S73°39'45"E	143.07	
C11	46.36	212.50	12°29'57"	S84°00'51"E	46.27	
C12	40.90	187.50	12°29'57"	N84°00'51"W	40.82	
C13	159.21	280.37	32°32'09"	N73°59'45"W	157.86	
C14	69.33	67.50	75°49'37"	S84°21'31"W	82.95	
C15	95.12	117.50	46°22'56"	S69°38'11"W	92.54	
C16	100.80	69.50	83°05'59"	S45°37'21"E	92.19	
C17	87.23	68.04	73°27'14"	N40°47'59"W	81.38	
C18	162.90	93.23	100°06'34"	N27°28'19"W	142.95	
C19	80.84	107.50	43°05'18"	N01°02'20"E	78.95	
C20	28.16	132.50	12°10'34"	N14°25'02"W	28.10	
C21	105.20	77.50	77°46'24"	N47°12'57"W	97.31	
C22	31.02	31.05	57°14'11"	N57°29'03"W	29.74	
C23	2.97	6.03	28°06'50"	S72°02'44"E	2.94	

AGENDA ITEM # 8
FOR AGENDA OF 10/12/04

CITY OF TIGARD, OREGON
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE Contiguous Annexation update/follow-up

PREPARED BY: Jim Hendryx

DEPT HEAD OK [Signature]

CITY MGR OK [Signature]

ISSUE BEFORE THE COUNCIL

Confirm direction provided to staff on September 21, 2004 to continue the current policy regarding annexation of properties contiguous to the City limits.

STAFF RECOMMENDATION

Confirm direction provided to staff.

INFORMATION SUMMARY

At the Council meeting on September 21, 2004 the Council discussed issues associated with annexation and provided staff with the following direction:

- Tigard will continue to process requests to annex properties that are contiguous to the City limits.
- The double majority method will not be used to bring in additional properties as part of these annexations, even if doing so creates a more uniform boundary.
- Where properties adjacent to those requesting annexation have previously signed consents to annex, those consents will be processed concurrently. If consents to annex are submitted after the property becomes contiguous to the City limits, annexation will be processed immediately.
- Tigard will not proceed with island annexations on a case-by-case basis unless further directed by Council.

The attached memo summarizes the direction received and provides an update of two upcoming annexations.

OTHER ALTERNATIVES CONSIDERED

N/A

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

Growth and Growth Management, Goal #2 – Urban services are provided to all citizens within Tigard's urban growth boundary and recipients of services pay their share.

ATTACHMENT LIST

Attachment 1 - Memo from Jim Hendryx dated September 29, 2004


FISCAL NOTES

N/A

MEMORANDUM

CITY OF TIGARD

TO: Mayor and City Council members

FROM: Jim Hendryx, Community Development Director 

DATE: September 29, 2004

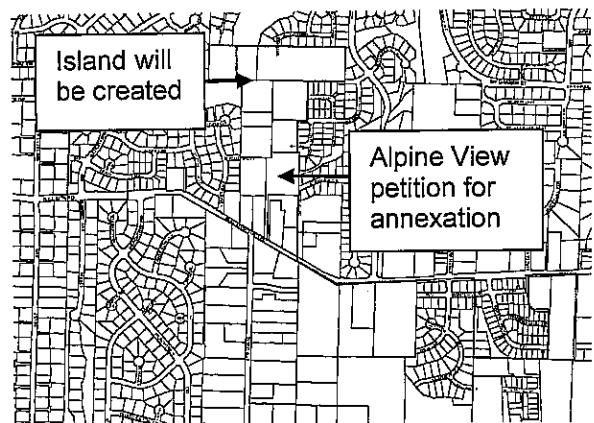
SUBJECT: Contiguous Annexation follow-up

At the Council meeting on September 21, 2004 the Council discussed issues associated with annexation and provided staff with direction. The following is a summary of the direction received:

- Tigard will continue to process requests to annex properties that are contiguous to the City limits.
- The double majority method will not be used to bring in additional properties as part of these annexations, even if doing so creates a more uniform boundary.
- However, where properties adjacent to those requesting annexation have previously signed consents to annex, those consents will be processed concurrently. If consents to annex are submitted after the property becomes contiguous to the City limits, annexation will be processed immediately.
- Tigard will not proceed with island annexations unless further directed by Council.

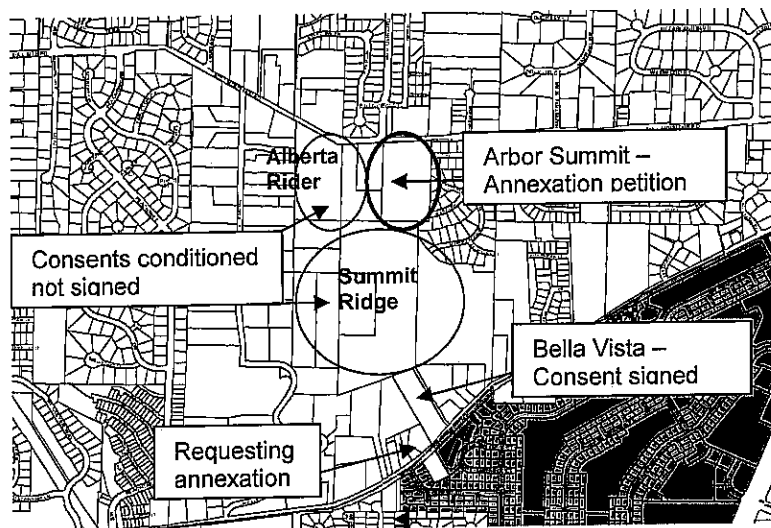
Upcoming Annexations

As mentioned at the Council meeting on the 21st, there are two annexations currently in process. The Alpine View annexation is scheduled to be brought to Council on November 9, 2004. There are no adjacent properties with waivers signed or pending. The annexation, without incorporating additional



properties, will create an island as illustrated.

The second annexation, Arbor Summit properties, is scheduled to be brought before Council on December 14, 2004. Staff has contacted property owners adjacent to this property, including those conditioned to sign consents, to propose that they include themselves in this annexation. As of this date, only one property owner has responded in favor of being included in the annexation. The property is south of the Bella Vista subdivision. If additional properties are not included which will bring the City limits adjacent to the Bella Vista subdivision, this additional property will not be able to be annexed as part of the Arbor Summit annexation.



Should consents for annexation not be received from Summit Ridge and Alberta Rider, whose properties will be annexed separately after Arbor Summit is annexed. Bella Vista and the property that has requested to be included in the annexation will be annexed at that time as well.

AGENDA ITEM # 9
FOR AGENDA OF October 12, 2004

CITY OF TIGARD, OREGON
COUNCIL AGENDA ITEM SUMMARY

AGENDA TITLE: CONSIDERATION OF A RESOLUTION APPROVING A POLICY TO ESTABLISH A RESIDENTIAL SERVICES AGENCY EMERGENCY FUND.

PREPARED BY: LIZ NEWTON LN DEPT HEAD OK lma CITY MGR OK lmg

ISSUE BEFORE THE COUNCIL

Should City Council approve a policy establishing a Residential Services Agency Emergency Fund?

STAFF RECOMMENDATION

Approve the attached resolution approving a policy to establish a Residential Services Agency Emergency Fund.

INFORMATION SUMMARY

At the August 17, 2004 City Council Workshop meeting, staff presented a proposal to establish a Residential Services Agency Emergency Fund. The purpose of the fund would be to address limited, one-time or emergency funding needs for agencies that provide food and housing services for Tigard residents in need.

After discussion, Council directed staff to bring back a written policy for consideration. If the attached resolution is adopted approving the policy to establish the fund, a budget amendment will be required to appropriate funds.

OTHER ALTERNATIVES CONSIDERED

Modify the proposed policy.
Delay action.
Don't approve the Resolution.

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

Growth and Growth Management, Goal #3, Strategy 7 – Investigate tools to provide emergency housing.

ATTACHMENT LIST

Resolution with attachment "A"

FISCAL NOTES

No cost associated with this action.

CITY OF TIGARD, OREGON

RESOLUTION NO. 04-_____

A RESOLUTION OF THE TIGARD CITY COUNCIL APPROVING A POLICY TO ESTABLISH A RESIDENTIAL SERVICES AGENCY EMERGENCY FUND.

WHEREAS, the City of Tigard appropriates funds each year during the budget process to provide assistance to social service agencies that serve Tigard residents; and

WHEREAS, allocation of funds to social service agencies are based on criteria set forth in the Social Service Funding Policy; and

WHEREAS, social service agencies occasionally have a need for supplemental funds on a one-time or emergency basis to support their programs; and

WHEREAS, at their August 17, 2004 meeting, the Tigard City Council discussed a proposal to establish a Residential Services Agency Emergency Fund; and

WHEREAS, the City Council directed staff to bring a written policy back for Council consideration

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

SECTION 1: The Residential Services Agency Emergency Fund Policy attached hereto as Exhibit A, is hereby approved.

SECTION 2: This resolution is effective upon passage.

PASSED: This _____ day of _____ 2004.

Mayor - City of Tigard

ATTEST:

Deputy City Recorder - City of Tigard

i:\adm\resolutions\residential services emergency fund resolution 041012.doc\9/28/04

CITY OF TIGARD

RESIDENTIAL SERVICE AGENCY EMERGENCY FUND POLICY

The City of Tigard may, upon occasion, receive requests from social service agencies and non-profit corporations for assistance to address one time or emergency funding needs that impact their ability to deliver social services to Tigard residents. This policy provides the framework within which allocation of funds will be made by the City Council.

1. The amount available for distribution each fiscal year will be included as a recommendation from the Social Services Funding subcommittee to the Budget Committee during the annual Budget process. In no case shall the allocation for the Residential Service Agency Emergency Fund exceed five percent of the total allocated for social service grants.
2. The amount designated for the Residential Service Agency Emergency Fund shall be included in the Social Service Agency funding so that the Social Service Agency Funding limit is not exceeded.
3. Any appropriation in the Residential Service Agency Emergency Fund remaining at the end of the Fiscal year shall be rolled into the General Fund Ending Fund Balance.
4. Agencies requesting funds shall demonstrate the following:
 - a. The request meets an unmet or growing need to support basic services for Tigard residents (food, shelter, clothing).
 - b. The request is not to fund on-going operation or maintenance of the agency or program facilities.
 - c. The request does not meet the criteria for the City's Social Services program.
 - d. The agency meets the reporting requirements as Social Services Grant recipients.